

Report on the

Office of Circuit and District Courts

Randolph County, Alabama

August 1, 2016 through August 31, 2021

Filed: January 28, 2022



Department of Examiners of Public Accounts

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Honorable Rachel Laurie Riddle
Chief Examiner of Public Accounts
Montgomery, Alabama 36130

Dear Madam:

An examination was conducted on the Office of Circuit and District Courts, Randolph County, Alabama, for the period August 1, 2016 through August 31, 2021. Under the authority of the *Code of Alabama 1975*, Section 41-5A-19, I hereby swear to and submit this report to you on the results of the examination.

Respectfully submitted,

David J. Lane, Sr.
Examiner of Public Accounts

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Department of **Examiners of Public Accounts**

SUMMARY

Office of Circuit and District Courts Randolph County, Alabama August 1, 2016 through August 31, 2021

The Office of Circuit and District Courts, Randolph County, Alabama, (hereinafter referred to as the “Courts”) receipts, disburses and otherwise accounts for court costs, fines, forfeitures, fiduciary funds and other miscellaneous receipts for cases under the Courts’ jurisdiction. The amounts collected are then distributed to various state and local entities as ordered by the Courts and in accordance with state and local laws and regulations. The Circuit Clerk, an elected official, is responsible for overseeing the operations of the Circuit and District Courts. The duties of the Circuit Clerk and District Court Clerk are enumerated in the *Code of Alabama 1975*, Sections 12-17-93 and 12-17-94. The Circuit Clerk also serves as clerk for the District Court Clerk pursuant to the *Code of Alabama 1975*, Section 12-17-160.

Honorable Chris May served as Circuit and District Court Clerk during the examination period.

The Circuit and District Court Clerk maintains a special fund known as the Circuit Clerk’s Fund that was created pursuant to the *Code of Alabama 1975*, Section 12-17-225.4. The Circuit and District Court Clerk receives twenty-five percent (25%) of a thirty percent (30%) collection fee for any delinquent court ordered payments that are 90 days old and have been collected by the District Attorney. This twenty-five percent of the collection fee is deposited in the Circuit Clerk’s Fund and is used for general office operations.

The Circuit and District Court Clerk maintains a special fund known as the Circuit Clerk’s Judicial Administration Fund that was created pursuant to *Code of Alabama 1975*, Section 12-19-310. The Circuit and District Court Clerk receives portions of the docket fee and bail bond fee increase provided by law and is used to support local court operations.

This report presents the results of an examination of the Courts and a review of the Courts’ compliance with applicable laws and regulations of the State of Alabama in accordance with the requirements of the Department of Examiners of Public Accounts under the authority of the *Code of Alabama 1975*, Section 41-5A-12.

Tests performed during the examination did not disclose any significant instances of noncompliance with applicable state and local laws and regulations.

EXIT CONFERENCE

The official was invited to and attended an exit conference to discuss the results of this report. Also in attendance were representatives from the Department of Examiners of Public Accounts: David J. Lane, Sr., Audit Manager; and Wanda Jones, Examiner.

Financial Information

Summary of Receipts, Disbursements and Balances
August 1, 2016 through August 31, 2021

	Civil Division	Criminal Division	Total
Beginning Cash Balances - August 1, 2016	\$ 43,748.76	\$ 2,253.68	\$ 46,002.44
Receipts	3,249,641.13	2,923,941.89	6,173,583.02
Total Available for Disbursement	3,293,389.89	2,926,195.57	6,219,585.46
Disbursements	3,255,024.30	2,901,143.94	6,156,168.24
Ending Cash Balances - August 31, 2021	<u>\$ 38,365.59</u>	<u>\$ 25,051.63</u>	<u>\$ 63,417.22</u>

Fiduciary Funds on Hand
August 31, 2021

Civil Division	\$ 282,110.63
Total	<u>\$ 282,110.63</u>

Circuit Clerk's Fund
Summary of Receipts, Disbursements and Balance
August 1, 2016 through August 31, 2021

Receipts

Restitution Recovery Fees	\$ 120,384.16
Miscellaneous	4,399.81
Total Receipts	<u>124,783.97</u>

Disbursements

Salaries	99,380.03
Conference and Travel Expenses	26,314.25
Office Supplies and Expenses	1,345.46
Association Dues	4,755.00
Miscellaneous	1,173.48
Total Disbursements	<u>132,968.22</u>

Excess of Receipts Over/(Under) Disbursements	(8,184.25)
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Balance - August 1, 2016	<u>36,952.61</u>
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Balance - August 31, 2021	<u><u>\$ 28,768.36</u></u>
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***Circuit Clerk's Judicial Administration Fund
Summary of Receipts, Disbursements and Balance
August 1, 2016 through August 31, 2021***

Receipts

Bail Bond Fee	\$ 68,689.01
Docket Fees	44,299.41
Municipal Docket Fees	5,303.71
COVID-19 Grant	33,052.35
Miscellaneous	37,139.91
Total Receipts	<u>188,484.39</u>

Disbursements

Salaries	15,040.05
Conference and Travel Expenses	1,000.00
Office Supplies and Expenses	4,762.73
Courtroom Renovation Expenses	107,023.72
Miscellaneous	3,040.00
Total Disbursements	<u>130,866.50</u>

Excess of Receipts Over/(Under) Disbursements	57,617.89
Balance - August 1, 2016	<u>83,193.71</u>
Balance - August 31, 2021	<u>\$ 140,811.60</u>